

**TOWN OF TUFTONBORO
BUDGET COMMITTEE
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BUDGET COMMITTEE

Corrections are in italics and bold.

**Tuesday, November 1, 2016
6:30 p.m. - Town Office**

MINUTES

Present: Chairman Carla Lootens, Vice-Chairman Steve Brinser, Members Helen Hartshorn, John Libby, Tyler Phillips, Bob Theve, Selectmen's Representative Carolyn Sundquist, and Karen Koch.

OPEN MEETING: After declaring a quorum, Chairman Lootens opened the meeting at 6:30 p.m. and led the Pledge of Allegiance.

REVIEW/APPROVAL OF MINUTES: Chairman Lootens called for review and approval of the October 25, 2016 minutes.

Motion: Helen Hartshorn moved to accept the minutes as corrected, seconded by Tyler Phillips. Vote passed 7-0.

CORRESPONDENCE/OLD BUSINESS: The Thornton Report was provided to Budget Committee members for their review prior to this meeting for clarification of COLA and merit increases. Chairman Lootens shared that Karen Koch asked to contact Gary Thornton for clarification of merit and COLA increases. Mr. Thornton's response was provided to Budget Committee members. Mr. Thornton confirmed for the Budget Committee that it was correct for the Selectmen to also incorporate a COLA increase in addition to merit as it is right in line with our labor recruitment market. Discussion followed in regards to the Thornton Report, merit and market increases, Tuftonboro's taxpayer base, tax rate comparison for NH towns, living wages, inflation, CPI, deflation, etc. As there were varying opinions of the quality of the Thornton Report, Chairman Lootens shared that a website will be available soon to be able to research salary comparison information.

NEW BUSINESS:

CIP REPORT:

Helen Hartshorn shared that CIP's capital capacity is actually \$819,000, not the \$797,000 previously mentioned. The last CIP meeting was 10/19/16. At which meeting, Chief Shagoury asked for a capital reserve of \$200,000 against a new **police** facility, which Ms. Hartshorn noted that CIP will probably not approve at that level. Jim Bean asked for \$235,000 for road paving and repair and \$13,000 for an air filtration system. The next CIP meeting is 11/9/16 at 6:30 p.m. at the Town Offices.

BUDGET REVIEWS AND REVISITS

4324 Solid Waste Disposal

This budget was tabled at the previous Budget Committee meeting to allow Budget Committee members to re-review the Thornton Report. Clay Gallagher met with the Budget Committee in regards to the Transfer Station budget. Most areas have stayed the same. Payroll increased 5.4% over last year and the overall the budget increased 8.8%. The cost that the Town pays for disposing of material has increased, thus there has been an increase in those areas. Island Clean Up Day and NRRRA were reduced. A few additional hours were added to salary to offset vacation days, training days, etc.

Motion: Bob Theve moved to approve budget 4324 Solid Waste Disposal for \$328,608, seconded by Helen Hartshorn. Vote passed 5-0. Tyler Phillips and John Libby abstained.

4550 Library

This budget was tabled at the previous Budget Committee meeting to allow Budget Committee members to re-review the Thornton Report.

Motion: Bob Theve moved to approve budget 4550 Library for \$204,502, seconded by Helen Hartshorn. Vote passed 5-0. Tyler Phillips and John Libby abstained.

4210 Police Department

This budget was tabled at the previous Budget Committee meeting to allow Budget Committee members to re-review the Thornton Report. Salaries increased 3.4%. Overall budget is up 2.4%. Selectmen's Representative Sundquist confirmed for Chairman Lootens that the money not used for tasers last year was put back into the general fund.

Motion: Helen Hartshorn moved to approve budget 4210 Police Department for \$378,768, seconded by Chairman Lootens. Vote passed 5-1. Vice-Chairman Brinser opposed. Tyler Phillips abstained.

4240 Building Inspection

This budget was tabled at the previous Budget Committee meeting to allow Budget Committee members to re-review the Thornton Report. This was also previously tabled at the October 4, 2016 Budget Committee meeting and sent back to the Selectmen for reevaluation of Mr. Parson's salary. At which time, the Selectmen agreed that no changes would be made and compensation would be reviewed at Mr. Parson's performance review. The salary for the 2017 budget increased 3.5%. Overall budget increased 1.7%.

Motion: Helen Hartshorn moved to approve budget 4240 Building Inspection for \$60,013, seconded by Vice-Chairman Brinser. Vote passed 5-1. John Libby opposed. Tyler Phillips abstained.

4130 Executive

Selectmen's Representative Sundquist noted that the budget sheet was updated to reflect an additional \$1000 for overtime that was approved at the last Selectmen's meeting. In response to Vice-Chairman Brinser, Selectmen's Representative Sundquist shared that the 2016 Administrative Secretary budget amount is not the same as what was in the Town Report because money was transferred to this line earlier in the year. Discussion ensued regarding movement of funds. It was agreed that it would be helpful to put an asterisk in the notes area of the budget report to show movement of funds. For the 2017 budget, Selectmen's Representative Sundquist shared that the Selectmen moved Karen Koch up a couple of extra steps due to her job performance. The Selectmen also added an extra \$1000 to the overtime line in light of recent Right to Know requests.

Motion: Bob Theve moved to approve budget 4130 Executive \$95,819, seconded by Helen Hartshorn. Vote passed 4-2. John Libby and Vice-Chairman Brinser opposed. Tyler Phillips abstained.

MEETING DATES

The next meetings will be November 15, 2016 at 4:00 pm and December 6, 2016 at 6:30 pm.

PUBLIC INPUT

Selectmen's Representative Sundquist responded to Guy Pike explaining that the reason for asking for the previous version of the Personnel Administration spreadsheet to be destroyed was because it should not have been given out to the public as it contains health benefit information.

Max Ledoux expressed that public employees should not receive a COLA increase as people that work in the private sector do not receive one.

Motion: On a motion made by Chairman Lootens, seconded by Vice-Chairman Brinser. Vote passed 7-0. Meeting adjourned at 7:47 p.m.

Prepared and submitted by: Karen Koch